

## Senior Leadership Team – minutes

13 May 2019

*Details of attendees are provided at the end of the minutes.*

### 1. Introductions and apologies

Apologies for absence were received from Gill Bull, Louise Byers, Elizabeth Denham, Steve Eckersley, Simon McDougall, Amanda Williams and Steve Wood.

### 2. Matters arising from the previous meeting

#### Minutes

The minutes of the previous meeting were approved as an accurate record.

#### Actions and decisions

Chris Braithwaite provided updates on the outstanding actions since circulation of the agenda.

### 3. Updates from Executive Team meetings

#### Issue

Paul Arnold reported that Executive Team had considered a report setting out a proposed approach towards real-time bidding, which would form part of the web and cross-device tracking regulatory priority. This report would be updated with the outcomes from the ET meeting and circulated to SLT.

#### Actions

**Chris Braithwaite to ensure that the real-time bidding paper is circulated to SLT.** *Due date: 17/5/19*

### 4. Transformation programmes and regulatory priorities

#### Issue

Andy White explained proposed changes to the oversight of the surveillance and facial recognition technology regulatory priority, following the first tasking coordination group (TCG) meeting for this priority.

#### Decision

SLT agreed that all regulatory priorities can create a project board to triage activities for the TCG (and escalate to the TCG as necessary), should the scope of activities in that area justify it. This will be a decision of each regulatory priority sponsor.

#### Issue

SLT discussed whether regulatory management information (MI) should be separated from corporate MI within the knowledge programme to ensure that the programme could progress.

#### Actions

**Andy White to submit a further report setting out proposals for MI project within the knowledge programme. Due date: 8/7/19**

### 5. Strategic Threat Assessment

#### Issue

Andy White presented the Strategic Threat Assessment (STA) for SLT's information and comment. The report was supplemented by a presentation.

The principle aims of the STA were to: provide an intelligence document which shapes decision making and is aligned to business plans; and to provide a document which helps staff to place their work in a strategic context.

The STA was currently intended for internal publication only. Future versions may be suitable for external publication.

#### Action

**SLT to provide Andy White with feedback on the principle aims of the strategic threat assessment, and any other comments on the document prior to wider circulation to staff. Due date: 28/5/19**

#### Issue

In presenting the STA, he explained the threat level terminology used within the STA and requested that colleagues make an effort to use this language where possible going forward. This would allow the ICO to use common terminology with external stakeholders, domestically and internationally.

#### Action

**Andy White, Louise Byers and Chris Braithwaite (with Jo Butler) to establish common terminology between the STA and risk register. Due date: 25/6/19**

## 6. Equality and Diversity

### Issue

SLT discussed the equality objectives which had been proposed by the Equality and Diversity Committee. SLT noted the importance of ensuring all parts of the ICO's work, both internally and externally, were subject to equality impact assessments.

### Decision

SLT agreed with the proposed equality objectives, subject to an amendment to the first objective to include a statement that the ICO will consider equality and diversity issues when considering action as a regulator.

### Issue

SLT discussed a proposal to change the governance structure of the Equality and Diversity Committee.

### Decision

SLT agreed the changes to the governance structure of the Equality and Diversity Committee set out in the report, including renaming the Committee to the Equality and Diversity Forum and creating network groups which reported in to the Forum.

### Actions

**Suzanne Gordon and Chris Braithwaite to take forward the changes to the structure of the Equality and Diversity Committee.**

*Due date: 12/6/19*

## 7. SLT work programme

### Issue

SLT requested that the strategic communications plan is presented to SLT on a regular basis to ensure that SLT was aware of upcoming communications activities.

### Actions

**Robert Parker to submit the strategic communications plan to SLT on a regular basis. Due date: 28/5/19**

## 8. Any other business

### Issue

SLT discussed the service alignment work.

## Decision

Service alignment updates should be a standing item on the ET agenda during the consultation and transition period.

## Issue

Paul Arnold reminded SLT that the first “virtual town hall” quarterly brief would take place on Wednesday 22 May. He requested that Directors promote this to staff and inform their Executive Director of any potential issues to be discussed.

# Attendance

## Members

Paul Arnold (Chair)	Deputy Chief Executive Officer (Executive Director – Corporate Strategy and Planning)
Jonathan Bamford	Director of Strategic Policy (Domestic)
Emma Bate	Director of Legal Services (Policy and Commercial)
James Dipple-Johnstone	Deputy Commissioner (Executive Director - Operations)
Mike Fitzgerald	Director of Digital, IT and Customer Services
Suzanne Gordon	Director of Data Protection Complaints and Compliance
Andrew Hubert	Director of Resources
Ian Hulme	Director of Regulatory Assurance
James Moss	Director of Legal Services (Regulatory Enforcement)
Andrew White	Director of High Profile Investigations and Intelligence

## Attendees

Su Bansal	Group Manager (Internal Communications)
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## Secretariat

Chris Braithwaite	Senior Corporate Governance Manager
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